

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
August 21st, 2013

Minutes

1. Opening

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 4:03 p.m. in the Library Board Room. Present: Gene Bebel, Katie Breitenmoser (4:04-), Paul Gilk, Richard Mamer (4:04-), Jim Wedemeyer and Vickie Yelle. Excused: Chris Malm and Tim Meehan. Also present: Don Litzer (4:06-), Mike Schroeder (-4:30) and Matthew B. from MP3.

Correspondence received: a request for contributions to the Merrill Fire Fighter Memorial. This item will be placed on the next board meeting agenda. A thank you from the Merrill Historical Society for the Zander Trust's Capital Campaign contribution.

Mr. Gilk gave information on an upcoming program at the Clare Center in Merrill featuring Michael Slattery speaking on his writings relating to the Wisconsin State budget.

2. Consent Items

M Gilk/S Bebel/C to approve July meeting minutes as printed. M Mamer/S Yelle/C to accept July Monthly Revenue and Expense Printouts and Monthly Statistical Report as printed.

3. Reports/Discussion Items/Action Items

A. Building and Grounds Report and Requests: Mr. Schroeder was present to answer questions. The city removed the large elm tree on August 5-6. M Mamer/S Breitenmoser/C to fund from Endowment Funds an amount not to exceed \$3,000, based on Foley Tree Service's written proposal, for tree maintenance/upkeep, including a 12-14' replacement tree and excluding ash tree treatment. M Bebel/S Wedemeyer/C to pay \$425 for the repair of the entrance roof with Endowment Fund monies.

B. Discussion: Advocacy Action Plan: Mr. Gilk spoke briefly on the importance of understanding the state budget process as it relates to library funding. The steady decline in state funds in local, county and state budgets is an ongoing concern for providing quality library services. Board members are asked to gather as much information as possible to potentially make a statement on the library's behalf to legislators.

C. Update: Outreach-Lincoln Hills & Lincoln County Jail: Ms. Stevens presented a report of current activities in providing outreach services to these two communities.

D. Trustee Essential #4-Effective Board Meetings: Ms. Stevens reviewed preparation for meetings, following the law at meetings, effective decision-making, more legal requirements and continuing trustee education as outlined in the Trustee Essential #4.

E. Reports from Friends/WVLS Representative: There was no report at this time.

4. Forthcoming Events & Library Director Report

- August 28th (Board) Game On! Classic Garden Party: outdoor gaming event scheduled.
- Following Labor Day weekend: winter hours, including Sunday hours, resume.
- Patron-expressed concerns related to use of handicapped computer station: Ms. Stevens reviewed existing policy/procedure for computer availability regardless of handicap.
- Ms. Stevens reported that the Long Range Planning Committee met for the first time, focus group meetings have been scheduled and the Long Range Planning process is on schedule.
- Ms. Stevens spoke with Dan Leydet regarding potential additional Lincoln County funding.
- 1000 Books Before Kindergarten program to begin October 1st.
- City of Merrill recently refinanced the debt service for the library building.
- Ms. Stevens reported on transitioning library services online to meet user needs-scheduling and reserving meeting room space, purchase suggestions, and library calendar of events.

5. Adjournment:

The meeting adjourned at 5:00 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on September 18th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary